

# OUTGOING TELEGRAM Department of State

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may be identified at discretion of principal officer, when  
thought desirable. Department will supplement material with  
information and guidance telegrams ASK as situation develops.

USIA will furnish additional guidance material contained in USIA

Guidance material will be issued in three types: (1) Circular, (2) Circular with  
instructions, and (3) Circular with instructions and application  
by principal officer. Circular will contain: (1) USIA  
Guidance prepared by USIA for information guidance to  
PAO's. All three types guidance coordinated with EAC/USIA/PAO  
by Department.

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1. Circular - USIA Circular on "Information Guidance to PAO's".

2. Circular with instructions

3. Circular with instructions and application

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Department airpouching set of documents, statements and complete backgrounders of high officials plus briefing papers on the Cuban situation. Folder marked "Background Papers -- the U.S. Response to Soviet Military Buildup in Cuba." Papers do not carry security classification statements but may be identified at discretion of principal officer, when thought desirable. Department will supplement material with information and guidance telegrams as situation develops.

Posts are reminded of guidance material contained in USIA wireless file. "Gridiron" designates information from high level government spokesmen. "Potomac cable" designates policy messages designed for talking points and may be distributed for publication by local media at principal officers or PAO's discretion. USIA "infoguides" prepared by USIA for information guidance to PAO's. All three types guidances coordinated by Department.

END

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